

Dear Register of Interest Member

**Re: Equality & Diversity Strategy Group**

The Equality & Diversity Strategy Group seeks 2 public representatives to join its membership. The group has been set up to ensure that Equality Legislation and Best Practice are embedded into NHS Fife. It covers Equality & Diversity from both an employee and service user perspective.

The Equality & Diversity Strategy Group's Constitution and Terms of Reference reflect the purpose of the group therefore, the following attachment is included for your information:-

- The Equality & Diversity Strategy Group - Constitution and Terms of Reference

Meetings will be 3 monthly in the Staff Side Building beside Hayfield House, Victoria Hospital, Kirkcaldy. The venue will be wheelchair accessible and hearing loops can be provided if required.

The meeting schedule for the remainder of 2013 is as follows:-

<u>Date</u>	<u>Venue</u>	<u>Time</u>
Friday, 10th May 2013	Large Room, Staff Club. VHK	10.00-12.00
Friday, 9th August 2013	Large Room, Staff Club. VHK	10.00-12.00
Friday, 8th November 2013	Large Room, Staff Club. VHK	10.00-12.00

The public representative will not be required to have specific knowledge or experience.

If you would like to note your interest in participating, please complete the cut-off slip, provide a short statement and return no later than Friday, 12th April 2013 to:

Karen Banks  
Secretary/PPF Administrator  
Clinical Governance Team  
D&WF CHP  
The Annex  
Lynebank Hospital  
Dunfermline  
Ky11 4UW

Yours sincerely

*Karen Banks*

**Karen Banks**  
**Secretary/PPF Administrator**  
Dunfermline & West Fife CHP

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I would like to note my interest in becoming a member of the Equality & Diversity Strategy Group



Name.....

Address.....

Email ..... Telephone .....

Please provide a short statement as to why you have a particular interest in joining the Equality & Diversity Strategy Group

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